

OKLAHOMA BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS, LANDSCAPE ARCHITECTS AND  
REGISTERED COMMERCIAL INTERIOR DESIGNERS

220 N.E. 28<sup>th</sup> Street, Board Room

Oklahoma City, OK 73105

June 7, 2023

9:30am

**Agenda**

Call meeting to order - declare quorum present.

"The Board of Architects, Landscape Architects and Registered Commercial Interior Designers are meeting pursuant to notice filed with the Secretary of State. The agenda was posted outside the Board Offices and on the Board's website twenty-four hours prior to the meeting setting forth thereon the date, time, place, and business for the meeting. *Pursuant to the applicable statutes, rules and code, the Board is reminded to refrain from utilizing their personal tablet, portable computers, or phone for any purpose other than reviewing offered materials or agenda matters. It is requested that during enforcement hearings you do not look at or utilize the Internet for any information pertaining to the hearing.*"

1. WELCOME/PUBLIC COMMENTS ON CURRENT AGENDA ITEMS ONLY. Time limit to five (5) minutes per individual with sign-in required five (5) minutes prior to meeting beginning.
2. CONSENT AGENDA—Board discussion and action, as necessary, regarding:
  - A. Minutes from the April 5, 2023 meeting.
  - B. Financial documents from March and April 2023.
  - C. 2023 Policy against Sexual Harassment
3. FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES
  - A. Formal request by Dondraya Williams, regarding case #2022-630 and the formal hearing held by the Board on January 24, 2023, to reopen, rehear, or reconsider the case due to new evidence.
    1. Proposed executive session, if necessary, to deliberate the above proceedings. Authority: 25 O.S., Section 307 (B)(8).
    2. Vote on whether to convene into executive session.
    3. Vote to return to open session.
    4. Vote on matters discussed in executive session.
  - B. Updates on case #2022-625, the Board vs. Philip B. Townsend.
4. ADMINISTRATIVE—Board discussion and action, as necessary, regarding:
  - A. Final 2023 Legislative Session update.
  - B. Legislative Office of Fiscal Transparency (LOFT) Central Purchasing Exemptions report
  - C. May 10, 2023, Letter of Counsel received in response to request for an Attorney General Opinion regarding "Responsible Control".
  - D. Report from Licensing Manager:
    1. Licenses issued.
    2. Certificates of Authority issued.
    3. Emeritus status changes.
  - E. Committee Reports:
    1. University/Scholarship Committee: Chair, Glasgow

2. Investigations Committee: Chair, Gaskins, Secretary-Treasurer
  - a. Complaints Received.
  - b. Investigations closed.
  - c. Actions taken.
  - d. Establishing policy regarding other professionals' seals on plans for building code use groups that are exempt from requiring an Architect.
3. Arch/Engineers Joint Committee: Chair, Brunsteter
4. Finance Committee: Chair, Gaskins, Secretary-Treasurer
  - a. FY24 Budget Work Program (operational budget)
  - b. Staff Education Assistance Policy
    - i. Lauren Vaughan application for Master of Legal Studies
5. Act & Rules/Legislative: Chair, Taylor
6. Youth Outreach: Chair, Baker
7. Nominations Committee: Chair, Howard
  - a. Election of Board Officers for FY24 (July 1, 2023-June 30, 2024)
- F. Review Contracts for Legal Services
- G. Annual review and possible merit raise increase for Executive Director.
  1. Proposed executive session if necessary to deliberate the above proceedings. Authority: 25 O.S., Section 307 (B)(1).
  2. Vote on whether to convene into executive session.
  3. Vote to return to open session.
  4. Vote on matters discussed in executive session
5. ORGANIZATIONS REPORTS—Board discussion and action, as necessary, regarding:
  - A. NCARB/AIA
    1. NCARB Annual Business Meeting, Tampa, FL, June 15-17, 2023
      - a. NCARB 2023 Resolutions to be Acted Upon at the Annual Meeting
  - B. CLARB/ASLA
  - C. CIDQ/OIDC/ASID/IIDA
  - D. ICOR—Interorganizational Council on Regulation

## NEW BUSINESS

## Adjourn

*It is noted the Board will break the meeting for lunch and may or may not resume the meeting when finished.*